

KENNETT PUBLIC LIBRARY

216 East State Street • PO Box 730 • Kennett Square, PA 19348

MEETING MINUTES OF THE BOARD OF TRUSTEES

Tuesday, May 17, 2016

Board Members Present: Stan Allen, Karen Ammon, Betsy Del Vecchio, Chris Larsen, Bill McLachlan, Carolyn Mohr, Loren Pearson, Thomas C. Swett, Brenda Williams Mercomes, Brad Peiper, Jeff Yetter

Board Members Not Present: Jerry Brown, Chris Britt, Barry Tomasetti

Others Present: Donna Murray, Director; John Hendrix, library staff; Bill Landmesser, Finance Committee; Tiffany Volovich, Special Events Committee; Kathleen Brady-Shea, Chadds Ford Live!

President Tom Swett called the meeting to order at 5 p.m. Tom welcomed two new board members from Pocopson – Chris Larsen and Brad Peiper. Tom invited each new member to share some background information.

- Brad is originally from central Pennsylvania, and moved to the area 20 years ago with his family. His background is in mechanical engineering and business. He is retired from DuPont and enjoys the library with his granddaughter.
- Chris moved to the area in 2002 with his family. His specialty is CRM (customer relations management), and he works for Accenture. His first job ever, as a teen, was as a library page in Colorado. He too is a library user.

There were no public comments.

On a motion by Jeff Yetter, and seconded by Karen Ammon, the minutes of the April 19, 2016, meeting were approved unanimously.

Karen made a motion to ratify the email vote to approve Chris Larsen as a member-at-large of the board from Pocopson. Betsy Del Vecchio seconded the motion, and it passed unanimously.

Bill McLachlan made a motion that the Board officially change the name of the Bayard Taylor Memorial Library and its successor name, Kennett Public Library, to *Kennett Library*, to be effective and implemented June 7. Karen seconded the motion and it passed unanimously.

Bill made a motion to honor and incorporate Bayard Taylor into the new library grounds or building in a meaningful, imaginative and lasting way, to be decided when the new library location and plans become clear. Betsy seconded. In discussion, Brad pointed out

the importance of releasing both motions (name change and honoring BT) to the public together. The motion passed unanimously.

Director's Report – Donna Murray reported that:

- Staff hard at work on planning for summer reading activities
- e-book use is the highest growth area of the collection
 - Of the 12,000 Kennett Library card-holders, 960 of them use e-books
 - 290 signed up for Overdrive (e-book platform) in the past 12 months
 - e-book use accounts for about 14 percent of Kennett Library circulation
- Employee evaluations are more than half completed

Staff Report – John Hendrix reported on his summer reading programs for pre-school and elementary school children, which include family storytimes, Family Place playtimes, weekly classes focusing on art, STEM and exercise, and Science in the Summer. (Full report attached.) Tom commented that the library is lucky to have John planning programs for children.

New Building Committee – Carolyn Mohr reported that the committee had met earlier in the day with two architectural firms – Lukmire and Ikon 5. She added that the next step is to consult the community (staff, stakeholders, the public) on their vision for a new library. Stan Allen asked if Carl Francis (consultant from Envisian) will be involved in that process, especially as he was so successful in guiding the library through the name change process. Carolyn responded that she did not know, but our Owner's Representative, John Cacciola, is helping us through new-library issues and also is an excellent consultant. Jeff spoke about the VPP grant process and reported that the task force is not yet sure who will be involved. He reported that he and Donna had spoken with a county planning rep who signed off on an architect's participation in the visioning process.

Personnel Committee – Jeff reported that the employee review process is well underway. He also reported that all board members should have background checks as library volunteers, and will provide more information on that process. He urged board members to register for the June 11 workshop that will include discussions on “emerging trends in libraries,” and “creating an elevator speech.”

Adult Literacy Committee – No ALP report.

Communications and Marketing – Jeff reported that the summer brochure is ready and handed out copies to board members. There were 5,000 copies in English and 800 in Spanish printed. He also reported that the Annual Report is in the final draft stage. Also, he expects to see graphics connected to the library name change very soon.

Finance Committee – Bill McLachlan reported that:

- The library expects \$70K from Kennett Township this week, which will put the library back in the black. Also that expenses are 1.2 percent below budget. Brad asked about the timing of municipal support, and Bill responded that two big checks from East Marlborough and Kennett arrived in April last year, but should arrive in May this year. Bill added that Pocopson has budgeted \$8K for the Kennett Library this year.

- Bill reported that a meeting is scheduled for next week with Tony Scheivert, New Garden Town Manager, to discuss a referendum on a dedicated tax for the library, possibly for 2017. He added that ideally, we want all municipalities to have a dedicated tax, but it can be a challenge. Karen added that a dedicated tax is a safer way for the library to budget.
- Bill reported that the committee is looking at revisions to the Investment Policy. When a final draft is completed, it will go to the full board.

Board Development Committee – Karen welcomed the new board members from Pocopson. She also reported that New Garden has selected an appointed rep – Jim DeLuzio.

Policy Committee – Bill reported that work on updating the by-laws continues. Next up is working with the Personnel Committee on updated personnel policies.

On a question by Tom about the Home & Garden Day Tour, Tiffany Volovich, a member of the Special Events Committee in attendance, reported that 375 tickets had been sold for the event, and 1100 raffle tickets have been sold. She expressed appreciation to the board for its participation in the event, including volunteering and contributing wine for one of the raffle baskets.

Betsy reported that she and Brenda Williams Mercomes had attended the county trustee training workshop and was pleased to hear the Kennett Library praised for the Adult Literacy Program, and for its leadership.

On a motion by Bill and seconded by Jeff, the board voted unanimously to adjourn at 5:58 p.m.

Approved June 21, 2016